



# Building Inspector II

Application Deadline: May 26, 2011  
Annual Salary: \$59,527 to \$72,355

## Selection Process

**Application deadline: May 26, 2011 at 5:00 p.m.**

The application process requires an application, resume, and a completed supplemental questionnaire.

Applications will be reviewed to determine that they are filed in a timely manner and are complete. Applicants who meet the minimum qualifications will be invited to a **written test on June 16, 2011**.

Those considered most qualified will be invited to continue in the selection process. Not all applicants will be called for an oral interview. Panel interviews are tentatively scheduled for the **week of June 27, 2011**.

The written test scores from this recruitment will remain on file for a period of 12 months. Applicants will be permitted to take the written test 1 time within a 12 month period.

## How to Apply

**We encourage you to use the city's online application process.** Interested candidates can apply for this position and obtain additional information at:

**[www.carlsbadca.gov](http://www.carlsbadca.gov)**

### City of Carlsbad HR Department

1635 Faraday Ave.

Carlsbad, CA 92008

Phone 760-602-2440

Fax 760-602-8554

[hr@carlsbadca.gov](mailto:hr@carlsbadca.gov)

Please note that references will not be contacted until the very end of the process and with the permission of the candidate.

*The City of Carlsbad is an Equal Opportunity/ADA Employer and values diversity at all levels of the organization.*



## Supplemental Questionnaire

Instructions: Type your responses on no more than two 8 ½" x 11" pages. It is important that you respond to each question concisely. Resumes will not be accepted in lieu of submitting answers to this supplemental questionnaire, but may be included in addition to the required application materials. Please include the following statement at the bottom of your supplemental questionnaire along with your signature and date, "I declare the statements on this application and questionnaire are true and complete to the best of my knowledge and belief."

1. Please answer Yes or No: Do you have the required two years progressively responsible experience in a variety of building construction or related inspection work?
2. List your current certifications related to building inspection.
3. List the number of years of experience you have performing building inspection on industrial/commercial building and single and multi-family residences.
4. Describe a specific instance where you used your interpersonal **relationship** skills to resolve a conflict in a professional setting.
5. Describe a specific instance where you demonstrated your commitment to **fairness** in a professional setting.
6. Describe a specific instance where you demonstrated your commitment to **honesty** in a professional setting.
7. Describe your view of how an inspector would **manage** rather than **inspect** a project.

# CARLSBAD, *California*

**Carlsbad** is for those who appreciate the many benefits and pleasures of living, working or simply spending time in a community that sets high standards for itself.

The city is ideally situated in north San Diego County where a great climate, beautiful beaches, lagoons, and abundant natural open space, combine with world class resorts, family attractions, well-planned neighborhoods, a diverse business sector and a charming village atmosphere combine to create the ideal California experience.

Covering nearly 42-square miles, the City of Carlsbad is currently home to nearly 107,000 residents. Carlsbad is experiencing transition from growth to a moderate construction level as the city approaches build-out. Thanks to an award winning growth management plan, the city features infrastructure and services that keep pace with development and promote an excellent quality of life. Fully 40 percent of the city has been set aside as permanent open space.

The City of Carlsbad is recognized by the San Diego Society for Human Resources Management and the Employers Group for Workplace Excellence and was named one of the best places to work in San Diego.

## About the Position

Under general supervision, the **Building Inspector** will be expected to perform combination inspections in new construction projects in the City of Carlsbad for compliance with approved plans, all adopted building codes including the newly adopted Green Building Code and California Residential Code. This position has a 5 day/40 hour workweek.

## Examples of Duties

- Make field inspections of industrial, commercial, and residential buildings during various stages of construction and remodeling.
- Issue permits for work to be performed.
- Assist in checking of building plans.
- Make field reviews of plans and specifications.
- Ascertain conformance with the California Building Standards Code as adopted by the jurisdiction and related provisions of the State Plumbing, Electrical and Mechanical Codes and County Health ordinances.
- Confer with architects, contractors, and the general public in the field and in the office. Explain and interpret code requirements.
- Keep records and prepare reports
- Coordinate plan review with other City departments and with outside agencies.
- Implement provisions of Best Management Practices and enforcement of the City's Storm Water Permit.
- Develop skills and knowledge related to inspection of residential fire sprinkler systems.

## Experience and Education

- Education equivalent to completion of the twelfth grade, and
- Progressively responsible experience in a variety of building construction work or related inspection work. A minimum of two years required to qualify at the II level.
- The candidate must have experience inspecting all types of building construction including commercial, industrial, and residential buildings. Must be available to work overtime as needed.
- Possession of a current certification as a Building Inspector by the International Code Council (ICC) and 3-5 years of experience as a building inspector with a government jurisdiction is desirable.

## The Ideal Candidate

The ideal candidate will possess excellent interpersonal skills and the ability to communicate clearly and effectively in verbal and written form with all customer levels.

## Compensation and Benefits

The salary for the position is \$59,527 to \$72,355 depending upon the qualifications and experience of the selected candidate. In addition, the following benefits are provided: medical, dental and life insurance; paid leave including 10 holidays, two flexible holidays, vacation, and sick leave; voluntary participation in an AD&D plan, deferred compensation, and participation in the CalPERS Retirement Plan.

